



**U.S. FIRE ADMINISTRATION ARSON/FIRE  
INVESTIGATION UNIT TECHNICAL ASSISTANCE  
PROJECT**

**2000-2001 PROGRAM YEAR APPLICATION**

*Deadline Date : **DECEMBER 31, 2000***

**SECTION 1 - BACKGROUND INFORMATION**

**1. REQUESTING ORGANIZATION:**

**2. ORGANIZATIONAL  
ADDRESS**

**Street:**

**UNIT PHONE:**

**City:**

**State:**

**Zip Code:**

**UNIT FAX:**

**3. EMAIL ADDRESS:**

**4. ARSON/FIRE INVESTIGATION COMMANDER (Name/Title/Department):**

**WORK PHONE:**

**5. TYPE OF JURISDICTION (Please check one):**

☐ **STATE**  
☐ **COUNTY**

☐ **CITY**  
☐ **OTHER** \_\_\_\_\_

**ESTIMATED POPULATION:**

**6. AGENCY CONDUCTING FIRE ORIGIN & CAUSE:**

**7. AGENCY CONDUCTING CRIMINAL INVESTIGATIONS:**

**A. NUMBER OF FULL-TIME INVESTIGATORS:**

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**B. NUMBER OF PART-TIME INVESTIGATORS:**

**B. NUMBER OF PART-TIME INVESTIGATORS:**

**C. ARE THEY CROSS-TRAINED?** ☐ **YES** ☐ **NO**

**C. ARE THEY CROSS-TRAINED?** ☐ **YES** ☐ **NO**

**D. POWER OF ARREST?** ☐ **YES** ☐ **NO**

**D. POWER OF ARREST?** ☐ **YES** ☐ **NO**

**8. IS THERE A SPECIFIC PROSECUTOR ASSIGNED TO OVERSEE ARSON CASES?**

☐ **YES**

☐ **NO**

**9. DOES YOUR JURISDICTION USE AN ACCELERANT DETECTION CANINE?**

☐ **NO**

☐ **YES**

**HANDLER AND CANINE PART OF UNIT**

**HANDLER AND CANINE ARE BORROWED FROM** \_\_\_\_\_

**10. PLEASE CHECK ANY OF THE FOLLOWING WHICH APPLY TO YOUR INVESTIGATION AGENCY:**

- ☐ National Fire Incident Reporting System participant
- ☐ NFIRS data reported electronically or state equivalent
- ☐ Investigators draft report using computers
- ☐ Dedicated information management/reporting position
- ☐ Active juvenile firesetter program
- ☐ Routinely utilize ATF support, as appropriate
- ☐ Automated case management utilizes USFA's Arson Information Management System (AIMS) or equivalent: (Name of system) \_\_\_\_\_

- ☐ UCR/NIBRS participant
- ☐ UCR/NIBRS reported electronically
- ☐ Investigator assigned individual computers
- ☐ Investigators can access National Crime Information Center (NCIC)
- ☐ Investigators have access to canine support
- ☐ Investigation personnel have EOD or Code Enforcement responsibilities?
- ☐ Formal inter-agency fire investigation team (Please list agencies bellow)

**11. WHAT IS THE MOST PREVALENT MOTIVE FOR INCENDIARY FIRES IN YOUR JURISDICTION?**

☐ **CRIME  
CONCEALMENT**

☐ **VANDALISM**

☐ **FRAUD**

☐ **SPITE/REVENGE**

☐ **DOMESTIC  
VIOLENCE**

☐ **OTHER**

## SECTION 2 – STATISTICAL OVERVIEW OF DEPARTMENT AND INVESTIGATIVE UNIT ACTIVITY

**PLEASE PROVIDE THE DATA REQUESTED IN THE FOLLOWING CATEGORIES:**

| <b>FIRES</b>                | <b>1999</b> | <b>2000</b> | <b>INVESTIGATED FIRES</b>    | <b>1999</b> | <b>2000</b> |
|-----------------------------|-------------|-------------|------------------------------|-------------|-------------|
| Total fire calls            |             |             | Total investigations         |             |             |
| Total structure fires       |             |             | Investigated structure fires |             |             |
| Total vehicle fires         |             |             | Investigated vehicle fires   |             |             |
| Total outside (brush) fires |             |             | Investigated outside fires   |             |             |

| <b>CAUSE DETERMINATION</b> | <b>1999</b> | <b>2000</b> | <b>INCENDIARY DATA</b> | <b>1999</b> | <b>2000</b> |
|----------------------------|-------------|-------------|------------------------|-------------|-------------|
| Accidental                 |             |             | Total incendiary       |             |             |
| Suspicious                 |             |             | In structures          |             |             |
| Undetermined               |             |             | In vehicles            |             |             |
|                            |             |             | Outside/brush          |             |             |

| <b>CASE OUTCOMES</b>          | <b>1999</b> | <b>2000</b> | <b>JUVENILE DATA</b>                               | <b>1999</b> | <b>2000</b> |
|-------------------------------|-------------|-------------|--|-------------|-------------|
| Cases cleared by arrest       |             |             | No. of fires involving juveniles                   |             |             |
| Cases presented to prosecutor |             |             |  |             |             |
| Cases still open              |             |             | No. of incendiary fires involving juveniles        |             |             |
| Cases inactive                |             |             |  |             |             |
| Cases plea-bargained          |             |             | No. of juveniles counseled for firesetting         |             |             |
| Cases dismissed               |             |             |  |             |             |
| Cases not guilty              |             |             |  |             |             |
| Total Convictions             |             |             | No. of juveniles referred for med/psych evaluation |             |             |
| • Adult                       |             |             |  |             |             |
| • Juvenile                    |             |             |  |             |             |

### ESTIMATED FISCAL AND HUMAN RESOURCE ALLOCATIONS

**PLEASE IDENTIFY THE RESOURCES AVAILABLE TO YOUR UNIT WHETHER OR NOT THE ORGANIZATIONAL ELEMENTS ARE DISTINCT WITHIN THE DEPARTMENT.**

| <b>BUDGET ALLOCATED</b> | <b>1999</b> | <b>2000</b> | <b>NUMBER OF PERSONNEL</b> | <b>1999</b> | <b>2000</b> |
|-------------------------|-------------|-------------|----------------------------|-------------|-------------|
| Total Fire Department   |             |             | Total Fire Department      |             |             |
| FMO                     |             |             | FMO                        |             |             |
| Investigation           |             |             | Investigation              |             |             |
| Inspection              |             |             | Inspection                 |             |             |
| Public Education        |             |             | Public Education           |             |             |
| Overtime                |             |             | Overtime                   |             |             |

### SECTION 3 – GENERAL INFORMATION

**PLEASE PROVIDE BRIEF DESCRIPTIONS FOR THE FOLLOWING** *(use additional pages as necessary):*

DESCRIBE HOW ARSON IS IMPACTING YOUR JURISDICTION: *(please be as specific as possible)*

DESCRIBE THE WORKING RELATIONSHIP BETWEEN LAW ENFORCEMENT AND FIRE: *(please be as specific as possible)*

IDENTIFY ANY ORGANIZATIONAL OR UNIT MANAGEMENT PROBLEMS: *(please be as specific as possible)*

DESCRIBE YOUR ARSON PREVENTION INITIATIVES: *(please be as specific as possible)*

### SECTION 4 – LOCAL POINTS OF CONTACT

| TITLE                | NAME | PHONE | EMAIL |
|----------------------|------|-------|-------|
| FIRE CHIEF           |      |       |       |
| FIRE MARSHAL         |      |       |       |
| POLICE CHIEF/SHERIFF |      |       |       |
| PROSECUTOR/DA        |      |       |       |
| ATF CONTACT          |      |       |       |

### SECTION 5 – OTHER COORDINATION

**FIRE INVESTIGATION UNITS, WHICH RELY ON ANOTHER AGENCY FOR CRIMINAL INVESTIGATION SERVICES, MUST SECURE THAT AGENCY'S CONCURRENCE AND COMMITMENT TO PARTICIPATE IN THE TECHNICAL ASSISTANCE EFFORT. PLEASE INDICATE THIS CONCURRENCE BELOW.**

**REQUESTING OFFICIAL:**

**TITLE:**

**WORK PHONE:**

**EMAIL:**

**NAME:**

**CONCURRING OFFICIAL *(If appropriate)*:**

**TITLE:**

**WORK PHONE:**

**EMAIL:**

**NAME:**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE:**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE:**

## APPLICATION INSTRUCTIONS

Any jurisdiction wishing to apply for the technical assistance should complete the application form in as much detail as possible. Applicants may submit any additional material they think will be helpful.

Each application should also include a copy of the fire department's organizational chart, a staffing profile for the Fire Marshal's Office, and a description of the Unit's operational responsibility and authority.

Applications should be submitted and signed **ONLY** by individuals with supervisory authority over the Fire Investigation Unit to be reviewed. Please note, fire investigation units without police powers will require the concurrence of the participating law enforcement authority (as noted on Page 3) of the application form).

In order to be considered for the 2000-2001 program year a complete application must be received by **December 31, 2000**. The application should be mailed or faxed to the following address:

USFA-Arson/Fire Investigation Unit Technical Assistance Project  
Hollis Stambaugh, Project Director  
TriData Corporation  
1000 Wilson Boulevard, 30th Floor  
Arlington, VA 22209  
Phone: (703) 351-8300  
Fax: (703) 351-8383

For additional information, interested officials may contact either the Project Director (identified above) or the USFA Program Manager Ken Kuntz, Fire Studies Specialist, at (301) 447-1271 or email: [Ken.Kuntz@fema.gov](mailto:Ken.Kuntz@fema.gov).